Work Shop Description **WORKSHOPS CAN BE TAILORED TO MEET YOUR NEEDS. CALL AHEAD (715)793-4582 AND SET UP A WORKSHOP TIME THAT FITS YOUR SCHEDULE**

<u>Computer Lab:</u> This time is open to the public for independent use of the computers for Education or Job/Career related activities.

<u>Application Assistance:</u> Time to kick off the dust from that old application and revive it. Using this program will provide assistance, no matter your skill level, in creating an appealing job application.

Basic Computers: Were you born in the age where a mouse was a rodent that hid in your house to keep warm? Join us in a program centered on building basic computer skills, keyboarding skills and building knowledge of the technological age.

Financial Aid: A program to assist with FAFSA, financial aid, scholarships, and planning for an Educational Future.

<u>Scholarship Informational:</u> Need help paying for school but don't know where to start? This program will provide access to information important to applying for internal, local and national scholarships.

<u>Career Cruising:</u> Do you like your job but want to build a career? Do you know where to start? This program will provide access to explore careers, take assessments on abilities as well as interests and provides information on employment trends and schools.

Job Search: Tired of the job you're currently in? Would you prefer to be employed where your job isn't really work? Join us in a program that will walk you through the job search process, including introductions to resume building and the do's and don'ts of the interview process.

<u>Interview Stream:</u> A web- based mock interview program to assist you in preparation for upcoming interviews for internships, jobs, or graduate or professional school admission. It is a simple, fun and Effective way to refine and master your interviewing skills.

Work Certified: A program that teaches basic business ethics, interpersonal skills and workplace behavior.

<u>Financial Literacy:</u> A workshop to help build skills and knowledge that will allow an individual to make informed and effective decisions with all of their financial resources

<u>Menominee Vocational Rehabilitation:</u> This program provides services to Native Americans with disabilities in order to obtain or retain employment. Services provided to Vocational Rehabilitation Program consumers are custom designed to fit each individual's needs and employment goals.

<u>Menominee JCW Career Services Specialist:</u> Meet with Menominee Job Center of Wisconsin's Career Services Specialist to learn more about employment services, program availability, and get yourself started with a better tomorrow.

<u>Adult Literacy:</u> In conjunction with NTC this includes GED instruction, Building Academic Skills, and TABE Assessment;

- **GED Instruction:** Looking to better your education? Join our GED instructor to prepare to complete the GED exam successfully;
- Building Academic Skills: Assistance with college course work and preparation for accuplacer testing used as college entrance exams; and
- <u>TABE Assessment:</u> Testing to provide a solid foundation for effectively assessing the skills and knowledge of adult learners. The tests combine to provide a flexible system of diagnostic assessments and instructional materials to meet the diverse needs of today's growing adult education market.